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TRANSMITTAL 36

Approved For Release 2001/11/01 : CIA-RDP72-00337R000300130012-9 United States of America DEPARTMENT OF COMMERCE		DEPARTMENT ORGANIZATION ORDER 30-5A
DEPARTMENT ORGANIZATION ORDER SERIES	DATE OF ISSUANCE September 18, 1970	EFFECTIVE DATE September 20, 1970

SUBJECT

OFFICE OF TELECOMMUNICATIONS

## SECTION 1. PURPOSE.

This order establishes the Office of Telecommunications and assigns functions thereto.

## SECTION 2. ESTABLISHMENT.

.01 The Office of Telecommunications (the "Office") is hereby established as a primary operating unit of the Department of Commerce. The Office shall be headed by a Director who shall report and be responsible to the Assistant Secretary for Science and Technology. The Director shall be assisted by a Deputy Director who shall perform the functions of the Director during his absence.

.02 The constituent operating unit of the Department titled "Office of Telecommunications," in existence pursuant to Department Organization Order 30-5 of July 25, 1969, is hereby abolished and its functions, funds, personnel, property, and records are transferred to the Office of Telecommunications herein established, except that its functions, funds, personnel, property and records concerned with the assignment and utilization of radio frequencies within the Department are transferred to the Environmental Science Services Administration (ESSA).

.03 The Institute for Telecommunication Sciences in the Environmental Science Services Administration is transferred to the Office, together with its functions, funds, personnel, property and records.

.04 The Assistant Secretary for Administration, in consultation with the Assistant Secretary for Science and Technology, shall determine the funds, personnel, property and records transferred by this order, and shall arrange the effectuation of such transfers.

## SECTION 3. DELEGATION OF AUTHORITY.

.01 Pursuant to the authority vested in the Secretary of Commerce by law and subject to such policies and directives as the Secretary of Commerce or the Assistant Secretary for Science and Technology may prescribe, the Director is hereby delegated the authority vested in the Secretary of Commerce under:

- a. 15 U.S.C. 272 (f)(12) and (13), which relate to the transmission of radio waves and the distribution of information about such transmissions, as applicable to the functions assigned herein;
- b. Section 13 of Executive Order 11556 of September 4, 1970, which pertains to performing research and analysis and other functions in support of the Director of the Office of Telecommunications Policy; and
- c. Other legislation as applicable for performing the functions assigned in this order.

.02 The Director may redelegate his authority to any employee of the Office subject to such conditions in the exercise of such authority as he may prescribe.

## SECTION 4. FUNCTIONS.

The Office shall perform the following functions:

- a. Acquire, analyze and disseminate data and perform research in general on the description and prediction of electromagnetic wave propagation and the conditions which affect such

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propagation, on the nature of electromagnetic noise and interference, and on methods for the more efficient use of the electromagnetic spectrum for telecommunication purposes; prepare and issue predictions of electromagnetic wave propagation conditions and warnings of disturbances in those conditions; and conduct economic analysis related to telecommunications;

b. Conduct research and analysis in particular, under the policy guidance of the Director of the Office of Telecommunications Policy, on radio propagation, radio systems characteristics, and operating techniques affecting the utilization of the radio spectrum in coordination with specialized, related research and analysis performed by other Federal agencies in their areas of responsibility;

c. Perform analysis, engineering and administrative functions, including the maintenance of necessary files and data bases, responsive to the needs of the Director of the Office of Telecommunications Policy in the performance of his responsibilities for the management of the radio spectrum;

\* [ d. Conduct technical and economic research upon request to provide information and alternatives required by the Director of the Office of Telecommunications Policy;

\* [ e. Conduct research and analysis in the general field of telecommunication sciences in support of other Government agencies as required and in response to specific requests from the Director of the Office of Telecommunications Policy;

\* [ f. Conduct such other activities as may be required by the Director of the Office of Telecommunications Policy to support him in the performance of his functions; and

\* [ g. Provide advisory services in telecommunications to Federal agencies and to agencies of State and local governments.

#### SECTION 5. SUPPORT SERVICES.

The Assistant Secretary for Administration, in consultation with the Assistant Secretary for Science and Technology, shall arrange for other organizations of the Department to provide, as appropriate, specified personnel, budget, finance, and other administrative support services to the Office.

#### SECTION 6. EFFECT ON OTHER ORDERS.

.01 This order supersedes Department Organization Order 30-5 (formerly DO 14), dated July 25, 1969.

.02 Department Organization Orders 30-1A (formerly DO 2-A) and 30-1B, pertaining to ESSA, and Department Organization Order 10-1 (formerly DO 177), pertaining to the Assistant Secretary for Science and Technology, are hereby constructively amended to reflect the actions of this order.

*Maurice H. Stans*  
Secretary of Commerce

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United States of America  
DEPARTMENT OF COMMERCEDEPARTMENT  
ORGANIZATION ORDER 30-5BDEPARTMENT  
ORGANIZATION  
ORDER SERIES

DATE OF ISSUANCE

September 20, 1970

EFFECTIVE DATE

September 20, 1970

SUBJECT

OFFICE OF TELECOMMUNICATIONS

SECTION 1. PURPOSE.

This order prescribes the organization and assignment of functions within the Office of Telecommunications.

SECTION 2. ORGANIZATION STRUCTURE.

The organization structure and line of authority of the Office of Telecommunications shall be as depicted in the attached organization chart.

SECTION 3. OFFICE OF THE DIRECTOR.

.01 The Director, as the head of the Office of Telecommunications, shall direct and be responsible for all operations of the organization.

.02 The Deputy Director shall assist the Director in directing the Office and perform the functions of the Director during his absence.

.03 The Assistant Director for Program Planning and Administration shall:

- a. Provide analysis and assistance toward developing or improving the management systems of the Office;
- b. Initiate and maintain formal program planning, involving such functions as the setting of priorities, resource allocations, and timely execution of tasks assigned to the Office; and
- c. Arrange for and facilitate the provision of administrative and support services, including procurement, accounting, budgeting, personnel services, security, facilities and general office services.

SECTION 4. SPECIAL PROJECTS STAFF.

The Special Projects Staff shall provide a wide range of expertise in technical, economic, and other areas relevant to telecommunications and shall be responsive to primarily short-term assignments, mostly of an interdisciplinary nature, made by the Director of the Office of Telecommunications.

SECTION 5. FREQUENCY MANAGEMENT SUPPORT DIVISION.

The Frequency Management Support Division shall provide centralized technical and administrative support for coordination of Federal frequency uses and assignments, and such other services and administrative functions, including the maintenance of necessary files and data bases, responsive to the needs of the Director of the Office of Telecommunications Policy (OTP) in the Executive Office of the President, in the performance of his responsibilities for the management of the radio spectrum.

SECTION 6. TELECOMMUNICATIONS ANALYSIS DIVISION.

The Telecommunications Analysis Division shall:

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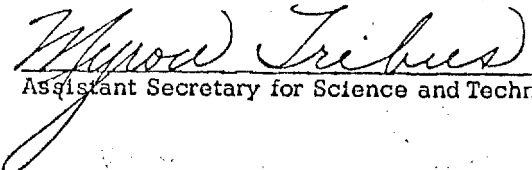
- a. Conduct technical and economic research and analysis of a longer term, continuing nature to provide information and alternatives for the resolution of policy questions, including studies leading to the more efficient allocation and utilization of telecommunications resources;
- b. Provide forecasts of technological developments affecting telecommunications and estimate their significance;
- c. Provide advisory services in telecommunications to agencies of Federal, State and local governments; and
- d. Perform such other analysis as is required to support OTP.

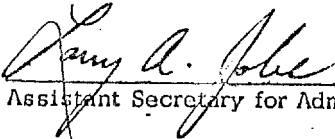
SECTION 7. INSTITUTE FOR TELECOMMUNICATION SCIENCES.

The Institute for Telecommunication Sciences shall serve as the central Federal agency for research on the transmission of radio waves, and as such shall:

- a. Acquire, analyze and disseminate data and perform research in general on the description and prediction of electromagnetic wave propagation, on the nature of electromagnetic noise and interference, and on methods for the more efficient use of the electromagnetic spectrum for telecommunication purposes;
- b. Prepare and issue predictions of electromagnetic wave propagation conditions and warnings of disturbances in those conditions;
- c. Conduct research and analysis on radio systems characteristics, and operating techniques affecting the utilization of the radio spectrum in coordination with specialized, related research and analysis performed by other Federal agencies in their areas of responsibility;
- d. Conduct research and analysis in the general field of telecommunication sciences in support of other Government agencies as required; and
- e. Develop methods of measurement of system performance and standards of practice for telecommunication systems.

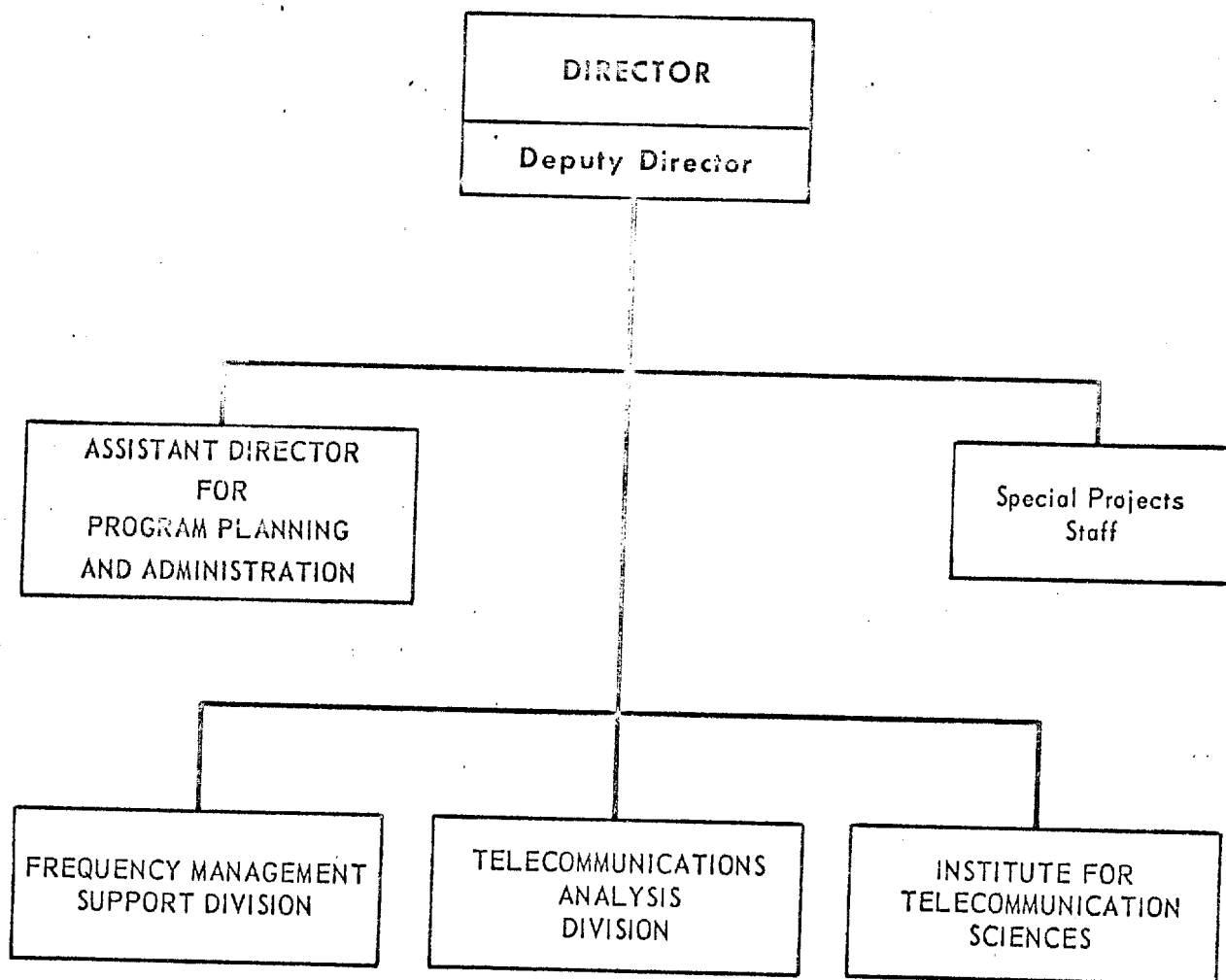
Approved:

  
Assistant Secretary for Science and Technology

  
Assistant Secretary for Administration

Attachment to DDO 30-5B

**U.S. DEPARTMENT OF COMMERCE**  
**Office of Telecommunications**



September 20, 1970